

Case Study - **Competitive Tender Management**

Chigwell School Essex

Background

Highly successful Chigwell School, dating back to 1629, is a co-educational boarding and day Preparatory and Senior School nestled in heart of the historic village of Chigwell, Essex.

The school has for over forty years employed the services of a national Contract Caterer who manage both the cleaning and catering provision at school and the tender exercise was commissioned to ensure that this long-standing relationship continued to deliver good value, support and standards.

The Process

Best qualified and most suited Caterer was chosen by ISCC and the school and a detailed specification covering both the catering and cleaning provision was drawn up. Tendering companies were asked to offer design proposals and to thoroughly review all areas of expenditure limiting any over expenditure liability and placing a high proportion of their fee at risk against the achievement of termly Key Performance Indicators.

The Outcome

ISCC comprehensively assessed the tender responses and drew up evaluation documentation that help the school make the decision to retain their long standing catering partner but on renewed and more favourable terms.

Comment from David Morrison, Bursar

“The tendering process is always a potentially difficult time for all parties concerned especially the presentation day itself and the final day of nailing down the exact details at meetings with the successful contractors.

Simon Pollard of ISCC handled the whole process with consummate skill and an unerring attention to detail, bringing his multi -tasking skills to bear on the varied and difficult tasks required to bring the exercise to a successful conclusion on behalf of Chigwell School”.